

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Regular Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, March 25, 2004  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Committee Conference Room

**I. Roll** Chair Garcia called the meeting to order at 7:00 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Chahal, Downey, Garcia, Grilli, Swiger  
Commissioners/Alternates Absent: Iringan, Mateo  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Present: Mike Mendizabal

**II. Alternates** No alternates were seated.

**III. Pledge** Chair Garcia led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of February 26, 2004.

M/S: Grilli/Arthur Ayes: All

**V. Agenda** **MOTION** to approve the March 25, 2004 agenda.

M/S: Grilli/Swiger Ayes: All

**VI. Announcements/Correspondence**

Chair Garcia discussed the March 17 memorandum from the City Attorney regarding the Ethics Workshops hosted by the Citizens Advisory Commission. She noted that all commissioners are encouraged to attend and the committee is requesting that every City commission be represented at each meeting. Chair Garcia stated that she could attend all of the workshops except for the meeting on April 22, which conflicts with the Sister Cities Commission's meeting. Discussion followed regarding need for both the Chair and Vice Chair to be present at the commission meeting due to their responsibilities on the agenda. Staff was directed to inform the coordinator that the SCC would not be represented at the April 22 Ethics Workshop.

Staff noted two items on the 2004 Work Plan that were included in the agenda packet: 1) There is a tentative visit from Tsukuba Mayor Fujisawa in July that should be noted starting in April for planning and reporting purposes, and; 2) The commission lead will remain 'TBD' until discussion on this item.

**VII. Citizen's Forum**

Students from San Jose State University from an accounting class were present to observe the meeting. They requested to interview commissioners and will speak with them after the meeting.

## **VIII. New Business**

### **1. MILPITAS SISTER CITIES ASSOCIATION**

Commission Grilli noted that the necessary paperwork has been sent to the City Attorney's Office naming the two required officers for the filing. Board members have not yet been selected. This item will remain on the agenda.

## **IX. Old Business**

### **2. GLOBAL VILLAGE EVENT: 5/01/04, 11 AM TO 4 PM, LOCATION TBA**

Vice Chair Arthur noted that 10 countries would be represented at this event. Sushi Lovers will be donating California rolls and vegetable rolls. Vice Chair Arthur asked that staff write a thank you letter and certificate for Charlene Tsao, owner of Sushi Lovers, and June Romero, who will volunteer at the Japanese food booth. Staff replied that the Commission would make both available for presentation after the event. Vice Chair Arthur noted she has paid \$60 for the food booth permit. She is looking for volunteers to help purchase additional supplies or to bring supplies for the booth. Chair Garcia will obtain donations of chopsticks, soy and hot sauce; Council member Livengood offered to assist with these items as needed. Vice Chair Arthur estimated food booth sales at approximately \$100. For the cultural booth, she reported that there are two females to model kimonos and they would like to have a male model at the Commission's cultural booth. She also will prepare a time schedule for volunteers.

Staff noted that the event would take place at the Sports Center Fields. Grilli asked how much booth space is available. Chair Garcia noted that the 10-foot by 20-foot booth would be divided into thirds; two-thirds display for each Sister City and one-third for the cultural activity. There will be origami. Staff stated that public hours for the event are 11:00 a.m. to 4:00 p.m. Booth set-up should be complete one-half hour before the event. Two high school students will assist with the crafts. Swiger stated that two years ago children had a passport that was stamped. Chair Garcia offered to obtain a stamp for the passports. Arefi asked if the artifacts at the event are for sale. Chair Garcia replied no, these are gifts from the sister cities. Staff advised that the Commission's coordinator should find out how the passport concept works and the appropriate way for the Commission to participate. Vice Chair Arthur will contact City Recreation staff with this inquiry.

### **3. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

Grilli stated that City Council approved this sister city relationship as defined in the MOU on March 2. In addition, he has had brief email discussions with Huizhou contacts regarding the parameters for an exchange. Nothing has been established other than the possibility of Milpitas students traveling there in June, which he does not foresee as possible due to the time frame. Another idea is to host Huizhou students in the fall, then a Milpitas delegation could travel to Huizhou in the spring when the weather is better and it is more economical. MUSD Liaison Mendizabel clarified that Huizhou City representatives first proposed the high school student exchange, and not him as noted in the February minutes.

Mr. Francis Chien distributed a proposal for a ten-day visit to Huizhou in July 2004, which can be modified. Council member Livengood noted that the age range listed is from 18 to 25, which would limit the ability for high school students to attend. Chien clarified that high school students of younger ages could attend. Council member Livengood would like to ensure that students under 18 could attend. Commission members asked about the Huizhou weather in the summer. Chien noted that the summer is extremely humid and hot, and the airfare is more expensive as well. Grilli stated that in order to have participation, travel needs to take place at an economical time and when the weather is more tolerable.

Staff asked about the next steps on this item. Grilli will report at the next meeting regarding discussions with Chien. Chair Garcia stated that she believes it is a good idea to host first and then visit Huizhou. She added it's easier to find host families during the school year as opposed to the summer. She stated that the commission could discuss a possible visit to Huizhou in October 2004, and a visit to Milpitas in April 2005.

Staff asked the Commission to review the final MOU format, translation of which was approved by Huizhou City representative Catherine Chengaoyan, member of the Huizhou Sister City Commission. These will be printed on quality paper. Staff requested the Commission's approval. Mayor Esteves would sign three of each language version and would then give to Chien to send to Huizhou Mayor Yebin. Two sets need to be sent back to Milpitas for the Clerk's Office and Mayor Esteves, and then the MOU could be posted on the website. Staff asked how to reference the Mayor. Chien stated he should be referred to as Acting Mayor as opposed to Mayor until further notice.

By consensus the commission approved staff's request.

#### **4. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Staff distributed draft information on behalf of Commissioner Iringan, who has not yet received feedback from Rafael Baraan, the Dagupan contact. Iringan's proposal was that the Commission continue to work on a proposed visit to Dagupan. Chair Garcia recommended holding discussion pending review with Iringan at the next meeting.

#### **5. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

Vice Chair Arthur stated that the first deadline for applications was March 10 and she did not receive any responses. She distributed flyers at several locations and extended the deadline to April 8. She noted that the Sankei Travel agency in San Jose would extend the deadline for booking discounted travel. Chair Garcia gave Vice Chair Arthur applications from last year. Vice Chair Arthur will call to see if these parents and students are still be interested as the trip did not take place last year.

Staff asked what would happen if no more students applied. Grilli also noted the difficulty in finding up to eight host families for their visit to Milpitas. Last year when the Tsukuba trip was cancelled, they also cancelled their trip. Swiger noted that perhaps we could focus more on letting the parents know about the visits. Chair Garcia suggested contacting the Boy and Girl Scout leaders and placing flyers at the Teen Center. Vice Chair Arthur asked about MUSD parent/student newsletters. MUSD Liaison Mendizabel replied that school newsletters are distributed quarterly and he suggested the fall newsletter, with a reminder in January in the future. Mendizabel asked Vice Chair Arthur to inform him before she visits schools so he can speak to the principals and staff in advance. Vice Chair Arthur researched hotel costs with Inns of America and noted that they have reasonable pricing. The lead commissioner can determine what to use.

This item will remain on the agenda.

#### **XI. CITY COUNCIL LIAISON REPORT**

No report.

#### **XII. FUTURE AGENDA ITEMS**

1. Global Village Event: 5/01/04

2. Milpitas Sister Cities Association
3. Standing Items: Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
    - i. June 2004 Milpitas-to-Tsukuba Visit (April)
    - ii. July 2004 Mayor Fujisawa's visit to Milpitas (April)
    - iii. August 2004 Tsukuba-to-Milpitas Visit, Planning Session (May)
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
4. 2004 Work Plan Review (upcoming items)

### **XIII. Adjournment**

No further business was discussed with the meeting adjourned at 8:40 p.m. until the next regularly scheduled meeting on April 22, 2004.

**MOTION** to adjourn.

M/S: Swiger/Arthur                      Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Staff Liaison